

MILLBURN PRIMARY SCHOOL

USE OF THE INTERNET POLICY

*****All users of the Internet service provided by Millburn Primary School (including teaching staff, administrative staff, pupils and any other users) – please read this document carefully before signing*****

Internet access is now available to pupils and teachers in Millburn Primary School. We are pleased to bring this access to Millburn and believe the Internet offers vast, diverse and unique resources to both pupils and teachers. Our aim in providing this service is to promote educational excellence by facilitating resource sharing, innovation and communication.

The Internet is an electronic highway connecting thousands of computers across the world and millions of individual subscribers. Pupils and teachers have access to:

- Electronic mail communication with people around the world,
- Information and news from national and international institutions and the opportunity to correspond with them,
- Public domain software and shareware,
- Discussion groups on many topics,
- On-line library catalogues.

With access to computers and people all over the world also comes the availability of material that may not be considered to be of educational value in the school setting. However, we believe that the valuable information and interaction available on this worldwide network far outweighs the possibility that users may obtain material that is not consistent with our educational aims.

Terms and Conditions

Users within Millburn Primary must adhere to strict guidelines. These guidelines are provided so that you are aware of the responsibilities you are about to acquire. In general, this requires efficient, ethical and legal use of Internet resources. If a Millburn Primary user violates any of these provisions, future access could be denied. Violations of this agreement will be referred to appropriate school officials for disciplinary action. Violations of UK law will be referred to the appropriate authorities. The signatures at the end of this document are legally binding and indicate that the parties who signed have read the terms and conditions carefully and understand their significance.

Parents – It is important that you read this document and discuss its contents with your child. When your child is given access to the Internet it is extremely important that the rules are followed. As a parent, you are legally responsible for your child's actions. You are responsible for your child's Internet use when not in a school setting.

Acceptable Use

The Internet providers for Millburn Primary School offer an extremely effective filtered service. It is important to note that any filtering service, no matter how thorough, can ever be totally secure.

The use of the school's account must be in support of education and research and consistent with the educational aims of Millburn Primary School. Transmission of any material in violation of any legal regulations is prohibited; this includes, but is not limited to – copyrighted material, threatening or obscene material, or material protected by a trade secret.

Supervision

Internet access for pupils will be available only on computers that are in highly used areas of the school. All machines will be in full view of people in the area. Children will be supervised at all times.

Privileges

The use of the Internet is a privilege, not a right and inappropriate use will result in the cancellation of these privileges. Millburn staff will deem what is appropriate use and their decision will be final. Millburn P.S. reserves the right to monitor all files and/or e-mail to determine whether the facility is being used in a manner that is consistent with this agreement. Millburn P.S. staff may prohibit or terminate any pupil's use of the Internet at any time as required. Pupils accessing the Internet within Millburn P.S. consent to such monitoring.

Responsibilities

You are expected to abide by the generally accepted rules of Internet use, which include (but are not limited to) the following:

- Do not use the Internet for any illegal activity (e.g. violating copyright).
- Do not use the Internet for financial or personal gain.
- Do not disrupt the use of facilities for other users.
- Do not use this facility in a wasteful or frivolous manner (eg downloading large files, sending silly messages).
- Do not tell anyone your personal address/phone number or that of anyone else.
- Vandalism will result in cancellation of privileges.
- Do not bring in floppy disks from outside school unless given permission by a teacher.
- If you can identify a security problem you must notify a member of staff immediately.
- Respect the privacy of others.
- Files/data belonging to others are considered to be private property.
- Be polite. Do not be abusive in messages to others. Use appropriate language.

Millburn Primary School makes no warranties of any kind, whether expressed or implied, for the service that is provided and will not be responsible for any

damages suffered; this includes loss of data resulting from delays or service interruptions caused by negligence, errors and omissions. Use of any information obtained via the Internet is at your own risk. No guarantee of complete privacy is made.

Agreement to Comply

User

I understand and will abide by the Millburn Primary School Internet Use Agreement. I understand that any violation of the regulations above is unethical and may constitute a criminal offence. Should I commit any violation, my access privileges may be revoked and school disciplinary action and/or appropriate legal action may be taken.

I understand and accept that

- use of the school's Internet account is a privilege, not a right,
- the Internet is to be used for educational and research purposes only,
- Millburn Primary School staff may monitor pupil use of the Internet.

Violations that may lead to revocation of Internet access include:

- playing computer games,
- downloading excessively large files,
- sharing passwords with anyone but Millburn Primary School staff,
- 'surfing' inappropriate sites,
- any activity posing potential risks to myself or others,
- harassing others (eg with unwanted e-mails),
- illegal activities,
- revealing my or another's home address/phone number,
- vandalism of accounts or systems,
- using abusive, vulgar, or other inappropriate language,
- any other inappropriate use or misuse of equipment/facility.

Staff will deem what is inappropriate use and their decision is final.